

Marhamchurch Parish Council

Tuesday 19th May 2026

The Annual Parish Council meeting of Marhamchurch Parish Council was held on the above date at 7:10pm, in The Bray, Marhamchurch Village Hall.

Councillors Present:

Chairman Cllr Perry, Vice-Chair Cllr Edwards, Cllr Biddick-Bray, Cllr Polkinghorn.

Also in attendance: County Cllr Nicky Chopak and Clerk E Hawkins.

4 members of the public were present for the meeting. Chairman Cllr Perry opened the meeting and welcomed everyone.

Election of Chairman and Chairman's Declaration.

26/105

Cllr Edwards nominated Cllr Perry for Chairman, seconded by Cllr Biddick-Bray with unanimous approval. Cllr Perry accepted and the Chairman's Declaration was signed and witnessed.

There were no other nominations.

Election of Vice Chairman.

26/106

Cllr Biddick-Bray nominated Cllr Edwards for Vice Chairman, seconded by Cllr Perry with unanimous approval. Cllr Edwards accepted the position.

Record and Approve Apologies.

26/107

Cllr O'Sullivan advised he would not be attending.

Confirm Minutes from the 21 April 2026 and ratify all decisions taken therein.

26/108

It was resolved to approve the minutes from the meeting held on Tuesday 21st April 2026 and ratify all decisions made at the meeting. Proposed Cllr Biddick-Bray. Seconded Cllr Perry. 3 in favour. 1 abstained due to not being at the meeting. Chairman signed them as a correct record.

Declarations.

26/109

- (i) Cllr Perry declared longstanding interest in Agenda item 11c: Playpark.
- (ii) No other declarations.

Dispensations.

26/110

- a) To note approved dispensations relevant to items on the agenda:
 - (i) Dispensation noted for Cllr Perry re Agenda item 11c: Playpark.
- b) To review new dispensations requests.
 - (i) None.

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Matters Arising – for report only.

26/111

None.

Public Open Session.

(To receive statements, questions, and answers from the public on an agenda item)

26/112

No comments.

Correspondence.

26/113

Circulated via email.

Planning.

26/114

a) **Decision Notices/Updates:**

- (i) **PA24/07782** | Erection of 20 dwellings (including 30% affordable housing), public open space, access and associated works | Land East Of Strathmore Hilton Road Marhamchurch. Approved.
- (ii) **PA26/01660** | Extension and internal alterations. | Crest Haven Hobbacott Lane Marhamchurch. Approved.

b) **Planning Applications/Appeals:**

Any late planning applications received will be discussed but not decided under this section.

- (i) **PA26/02895** | Siting of six holiday accommodation units and two shepherd huts, with associated access, servicing and landscaping. | Land North Of Whalesborough Bungalow Marhamchurch Bude Cornwall.

Following a detailed discussion, a proposal of No Objection was put forward but with a request that conditions re speed reduction measures along A39 be considered and discussed with Cornwall Highways (for example Dragons Teeth) and funded by the applicant. Request that a Traffic Management Plan be in place along with ensuring Environment Authority be consulted on both applications (PA26/02895 & PA26/02896). Drainage concerns were also noted. Proposed Cllr Edwards. Seconded Cllr Perry. Unanimous.

- (ii) **PA26/02896** | Siting of three holiday accommodation units with associated access, servicing and landscaping. | Land North Of Gwari Barns Whalesborough Farm Marhamchurch.

It was agreed to provide the same comments as other application.

Following a detailed discussion, a proposal of No Objection was put forward but with a request that conditions re speed reduction measures along A39 be considered and discussed with Cornwall Highways (for example Dragons Teeth) and funded by the applicant. Request that a Traffic Management Plan be in place along with ensuring Environment Authority be consulted on both applications (PA26/02895 & PA26/02896). Drainage concerns were also noted. Proposed Cllr Edwards. Seconded Cllr Biddick-Bray. Unanimous.

Signed: _____ Chairman. 19/05/2026

- (iii) **PA26/03028** | Proposed construction of outbuilding to form garaging and garden store for incidental use to existing dwelling | Langford Orchard Marhamchurch.

Following a discussion a proposal of No Objections was put forward, conditional to ensuring that it cannot be sold off separately. Proposed Cllr Edwards. Seconded Cllr Biddick-Bray. Unanimous.

To receive oral or written reports and authorise any action

26/115

a) Chairman.

In addition to the Report from the Annual Parish Meeting, Cllr Perry thanked everyone for re-electing him as Chair. It's been a pleasure to work with you all and look forward to working alongside everyone in the coming months. Thank you to Cllr Edwards for accepting the Vice-Chair role. Thanks expressed to all the Cllrs for their hard work over the last 12 months. Thanks was extended to the Clerk too, who has worked incredibly hard over the last 12 months. Thank you again to Cllr Chopak for all she does for Marhamchurch Parish, we are all very grateful.

b) Cornwall Councillor.

Report from Annual Parish Meeting.

Cllr Chopak also updated that she had followed up 20mph rollout which is hoped will commence in June. Highways are still catching up on back log of pothole repairs.

Community Area Partnership meeting scheduled for 8th June in Camelford – Emergency Planning Workshop. Code of Conduct information session planned too. 6 new Police Officer part of the neighbourhood team in the North Cornwall area. CCTV update to cover too.

Mental Health for children in School – Covid/engagement issues. Part of a working group.

c) Playpark.

(i) Tree Inspection Quotes –

- Jason Bellenger. The survey will include a visual inspection of all relevant trees on site, assessing their condition, identifying any defects or potential hazards, and providing clear recommendations for any necessary remedial works to ensure ongoing safety and appropriate management. Fee: £375.00 (No VAT)
- Langore Tree Services - Professional Tree Inspection to identify defects, potential risks to persons or property, produce report complete with map Fee: £400.

It was resolved to proceed with the quote from Jason Bellenger to conduct the safety inspection. Clerk to make contact.

(ii) Playpark Bark quotes:

- Screwfix – 500L - £127.99 (inc VAT)
- Travis Perkins – 600L - £156.64 – none available
- Bradfords – 500L £126.19 (inc VAT) – no delivery available, collection only from Helston.
- Tamar Trading – called and left message.

Cllr Perry said he would make contact with Tamar Trading and nothing available Clerk directed to purchase 2x500L bags up to value of £127.99 each. Proposed Cllr Edwards. Seconded Cllr Perry. Unanimous.

d) The Clerk.

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- (i) Has handed Audit files to Internal Auditor.
- (ii) Trying to stick to hours but having looked back at timesheets – each meeting lead up and on the day, results in extra hours. Rest of the month try to stick to 15 hours, occasionally do a few more hour here and there.
- (iii) Thanks to Bude DIY for making and delivering the new bench to the Hele Valley Trail, and to Cllr Chopak for providing funding to enable the purchase through the Community Chest Grant.
- (iv) Thank you to the Revel Committee for the cheque to the Playpark, which has now been safely deposited!

The Hele Valley Trail.

26/116

(i) Forestry Commission Inspection

Still pending, no updates. A brief discussion around a woodland management plan was had, but no formal decisions made. Suggestion that a low-key woodland management plan would be suitable for HVT at this time, but agreed to wait for report back from Woodland Officer before discussing this in more detail.

(ii) CALC Feedback re Volunteer working parties, processes and protocols, risk assessments.

Now that the HVT is in the ownership of the Parish Council, before any working parties can be organised on site, there are certain procedures which need to be met. CALC Feedback was circulated to all Cllrs, which confirmed the need for relevant policies, processes and risk assessments to be in place, along with Council approval at a meeting, before any volunteer working parties can be organised.

(iii) Statement for Website.

Further to the concerns flagged on social media around dangerous trees in HVT the Parish Council have issued a statement to publish on the website/social pages. It was resolved to adopt the statement and publish on website and local social media pages. Proposed Cllr Edwards. Seconded Cllr Perry. Unanimous.

No quotes for a Tree Safety Inspection were received, only a quote from Treefella SW for removal of 2 trees shown to him by Cllr O'Sullivan. A tree safety inspection was conducted in August 2025, and while the safety concerns raised by Cllr O'Sullivan was noted, it was felt that no action was necessary at this time. The annual tree safety inspection due in 2 months.

(iv) Community Ownership Funding Closure Documents.

- HVT Closure Documents Excel spreadsheet
- Asset Register
- Statement of Grant Usage

The documents were noted and it was resolved to submit the forms to COF Team. Proposed Cllr Perry. Seconded Cllr Biddick-Bray. Unanimous. Clerk to action.

(v) Quotes for Independent Accountant Report

1. AB Accountancy, Holsworthy – unable to take on the work
2. Neil Davies Accountancy – unable to take on the work
3. Jennings & Co – unable to take on the work
4. Helen's Accountancy – unable to take on the work.

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5. Bude Accounting – unable to take on the work.
6. Metherell Guard – £1500+VAT.
7. Peter Smith Accounting – quote pending.

To bring quotes back to next meeting. And try to find 1 more.

(vi) Request to remove stile at HVT

Request from user of the HVT: is there a possibility of getting rid of the stile at the end of the Helemill footpath? I'm sure other walkers would be grateful. Could it be discussed at a council meeting?

Cllr Chopak will provide 2 kissing gates to be deliver to Cllr Perry.

(vii) Other matters re HVT

Potholes in carpark need filling in. Cllr Chopak will see if she can find some road scalping.

Request from Poundstock Parish Council re Viewing Point North Carpark.

26/117

Poundstock Parish Council made contact with Marhamchurch Parish Council to ask if they would like to enter into informal discussions to consider whether there may be any options or shared representation that could be explored in relation to the future of this site.

While the Councillors recognise the importance of the location to the local and wider communities, at this point in time the Parish Council felt that as it is currently operating at half capacity, there are not enough Councillors nor resources to take on a project of this (potential) scale at the moment. Proposed Cllr Biddick-Bray. Seconded Cllr Edwards. Unanimous. Clerk to respond to Poundstock PC.

Marhamchurch Village Shop Ltd Contract Agreement and Addendum.

26/118

This has been signed by Chairperson of MVSL. It was agreed that Cllr Perry sign on behalf of MPC. Chairman signed both copies. Clerk to return 1 copy to MVSL.

Citizen of The Year Nominations.

26/119

Nomination received for Peter and Geraldine Stemp – for all they do behind the scenes for the village.

Nomination received for John Barr-Hall for his community aid work.

It was agreed to discuss at closed session of the meeting.

CALC Membership Renewal 26/27.

26/120

The clerk received the 26/27 CALC membership invoice of £473.40. The previous membership was £446.60. It was resolved to continue the membership proposed Cllr Biddick-Bray. Seconded Cllr Polkinghorn. Unanimous.

Insurance Renewal 26/27.

26/121

The Clerk received the 26/27 Insurance Renewal documents. £442.03. Final renewal of 3-year contract. Previous invoice £437.18. Clerk circulated information to Cllrs ahead of meeting, and ensured that new laptop and picnic bench were included. Clerk confirmed with insurer that Hele Valley Trail woodland area is

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included in insurance. It was resolved to pay invoice. Proposed Cllr Edwards. Seconded Cllr Polkinghorn. Unanimous.

Neighbourhood Priorities Statement.

26/122

Clerk received and circulated presentation slides, along with a project planner, monthly event support program and a designation letter. The NPS is a new initiative which will allow communities to inform Cornwall Council about their longer-term priorities for growth and infrastructure. It was agreed to defer this to see what other local parishes do.

Use of CIL Funds.

26/123

No urgency to use funds at this time.

To agree nominated person to attend North Cornwall Community Area Partnership Meetings.

26/124

It was agreed that the Chair continue to attend these. Clerk to advise CAP Team.

Quarterly Finance Check 01.01.2026-31.03.2026.

26/125

Completed.

To pass a resolution to sign up to the Civility and Respect Pledge.

26/126

Clerk circulated information to Councillors for their feedback. It was unanimously agreed to sign up to the Civility and Respect Pledge. Proposed Cllr Biddick-Bray. Seconded Cllr Perry.

Finance & Legislation.

26/127

- a) Approval of payments as per schedule (£4200.18) and consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr Edwards. Seconded Cllr Biddick-Bray. Unanimous.
- b) To note Income & Bank Balances as per the schedule. Noted.
- c) To note Bank reconciliations. Noted.

Parish Matters – Agree action and authorise associated expenditure.

26/128

- (i) Request for double yellow lines along road a bottom of Helebridge Road. Cllr Chopak said she would chat with Highways and update.

Urgent Matters raised with the Chairman since the Agenda was published.

26/129

A39 fencing that has been installed – queried whether this was installed in incorrect location as PC had raised request for bollards to be installed near bridge at bottom of Helebridge Road to prevent cyclists riding straight onto A39. Cllr Chopak said she would look into this.

Pedestrian signs along Hobbacott Lane. Horse and rider signs to be provided.

Thanks extended to The Bray Hall for use of the room.

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Date of next meeting and note items from Councillors for the Agenda.

26/130

- (i) Forestry Commission Successor's Application Form.
- (ii) 'Allotments'
- (iii) Audit

Date of next meeting: Tuesday 16th June 2026.

The meeting was closed to members of the public at 8:40pm due to the special nature of business to be discussed.

Nominations for Citizen of the Year award were discussed. A unanimous agreement was met.

Meeting closed at: 8:45pm

PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960 S1(2) & S1(6)

During the meeting it may arise that publicity would be prejudicial to the public interest by reason of the confidential or special nature of the business to be transacted and the press and public will be instructed to withdraw.

When this arises, the Chair will recommend to consider passing the following resolution: "to resolve that in view of the confidential or special nature of the business to be discussed, the public are excluded and instructed to withdraw."

Signed: _____ Chairman. 19/05/2026